



**COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING AND BUILDING  
STAFF REPORT**

**Tentative Notice of Action**

*Promoting the wise use of land  
Helping build great communities*

<b>MEETING DATE</b> August 18, 2006 <b>LOCAL EFFECTIVE DATE</b> September 1, 2006 <b>APPROX FINAL EFFECTIVE DATE</b> September 22, 2006	<b>CONTACT/PHONE</b> Ryan Hostetter (805) 788-2351	<b>APPLICANT</b> Vineyard Christian Fellowship	<b>FILE NO.</b> DRC2005-00146
<b>SUBJECT</b> Hearing to consider a request by Vineyard Christian Fellowship for a Minor Use Permit/Coastal Development Permit to construct a 4,176 square foot two story office for the Vineyard Christian Fellowship. The project will result in the disturbance of approximately 10,380 square feet of a 3.5 acre parcel. The proposed project is within the Commercial Retail land use category and is located at 1633 Main Street in the community of Cambria. The site is in the North Coast planning area.			
<b>RECOMMENDED ACTION</b> Approve Minor Use Permit DRC2005-00146 based on the findings listed in Exhibit A and the conditions listed in Exhibit B.			
<b>ENVIRONMENTAL DETERMINATION</b> A Class 3 Categorical Exemption was issued on March 9, 2006 (ED05-354)			
<b>LAND USE CATEGORY</b> Commercial Retail	<b>COMBINING DESIGNATION</b> Local Coastal Program, Coastal Special Community, Archaeologically Sensitive Area, Visitor Serving Area, Geologic Study Area, Central Business District	<b>ASSESSOR PARCEL NUMBER</b> 013-221-029	<b>SUPERVISOR DISTRICT(S)</b> 2
<b>PLANNING AREA STANDARDS:</b> Cambria Design Plan (included by reference), Height limitation, Application Content and Design Criteria, Limitation on Use - East Village, <i>Does the project meet applicable Planning Area Standards: <b>Yes - see discussion</b></i>			
<b>LAND USE ORDINANCE STANDARDS:</b> Local Coastal Program, Coastal Special Community, Archaeologically Sensitive Area, Visitor Serving Area, Geologic Study Area, Central Business District <i>Does the project conform to the Land Use Ordinance Standards: <b>Yes - see discussion</b></i>			
<b>FINAL ACTION</b> This tentative decision will become the final action on the project, unless the tentative decision is changed as a result of information obtained at the administrative hearing or is appealed to the County Board of Supervisors pursuant Section 23.01.042 of the Coastal Zone Land Use Ordinance; effective on the 10th working day after the receipt of the final action by the California Coastal Commission. The tentative decision will be transferred to the Coastal Commission following the required 14-calendar day local appeal period after the administrative hearing. The applicant is encouraged to call the Central Coast District Office of the Coastal Commission in Santa Cruz at (831) 427-4863 to verify the date of final action. The County will not issue any construction permits prior to the end of the Coastal Commission process.			
<small>ADDITIONAL INFORMATION MAY BE OBTAINED BY CONTACTING THE DEPARTMENT OF PLANNING &amp; BUILDING AT: COUNTY GOVERNMENT CENTER ♦ SAN LUIS OBISPO ♦ CALIFORNIA 93408 ♦ (805) 781-5600 ♦ FAX: (805) 781-1242</small>			

EXISTING USES: Site is currently Vacant	
SURROUNDING LAND USE CATEGORIES AND USES: <i>North:</i> Rural Lands/vacant <i>South:</i> Office & Professional/mixed commercial <i>East:</i> Commercial Retail/commercial <i>West:</i> Commercial Retail/commercial	
OTHER AGENCY / ADVISORY GROUP INVOLVEMENT: The project was referred to: North Coast Community Advisory Group, Public Works, Ag Commissioner, Cambria Community Services District, Cambria Fire, SLO County Building Division, Regional Water Quality Control Board, and the California Coastal Commission	
TOPOGRAPHY: Site is nearly level	VEGETATION: Mostly grasses, and some riparian/wetland material along the eastern fence-line in an existing drainage
PROPOSED SERVICES: Water supply: Community system Sewage Disposal: Community sewage disposal system Fire Protection: Cambria Fire	ACCEPTANCE DATE: February 28, 2006

## DISCUSSION

The proposed project includes constructing a new office/administration building for the Vineyard Christian Fellowship. The church had previously discussed re-locating an existing home to the site for the new office building, however due to moving constraints the applicant has asked that the project be changed to not include moving the residence to the site, and construct a new office in the same design style, with the same plans. The new office is in the exact same location, and is the same size as the previous project description which included moving the home to the project site.

A previous Development Plan for the Vineyard Christian Fellowship was approved in 1997, and included construction of the church, parking and administrative buildings, however this permit expired in July of 2000. The church owns the property and is expecting to file a new permit application for a church in the future. If and when they submit a new permit application for the new church, they plan to incorporate the office (which is the subject of this permit) into the entire development of the property. If they decide not to submit a new permit application for the church, the office is designed to be able to remain on site as a stand alone office building with associated parking (subject to this permit approval). No church services will be allowed in the office.

## CAMBRIA DESIGN PLAN

Permeability and Activity: The main street façade of all commercial/office buildings shall be the "front," detailed with windows and doors and the main pedestrian entry to each space. The proposed project is not located directly on main street, and the lot is set back approximately 160' from main street on a small stub type of street (easement for access from Main). *This project is not subject to the building orientation requirement as it is not located on Main St. (nearest point of lot is approximately 160 ft. from Main St. and the proposed structure will be approximately 170 feet from Main St.)*

Building Height: Building height in the Mid-Village is not limited to maintain the existing rural character of the area. All buildings (unless on an up-slope parcel) are limited to a height of 25'

(measured at every individual point on a site from the natural grade to the top of the building directly above that point). This height, however, can be increased for pitched roofs. A sloped roof can be up to 7 feet taller than the 25' height limit provided that the slope of the roof is 6:12 or greater. *This project complies with this standard at a maximum height of 30' with a pitched roof.*

Side Setbacks: A minimum 10-foot side setback is required, however this must be increased three feet for every foot the structure is higher than 12 feet. This would require a 16' side setback for this proposed project. *This project complies with this standard.*

Minimum Roof Pitch: Roofs shall have a minimum roof pitch of 3:12. *This project complies with this standard at a roof pitch of at least 6:12.*

Service Areas: Service areas shall be placed away from Main Street and public views. *This project complies with this standard as conditioned.*

Parking: Parking shall be carefully sited away from Main Street, and preserve the rural character of Cambria. Parking shall be located to the rear of buildings where possible. *This project complies with this standard as the proposed parking is located off of Main Street behind an existing commercial business.*

Signs: Signage shall be limited to reduce the potential for visual clutter and distraction. Specific sign types are subject to the signage standards of the Mid-Village in the Cambria Design Plan. *The project as proposed does not include signage, however the project is conditioned to allow any future signage to be reviewed and approved by the County for compliance with the design plan standards prior to construction of the signage.*

Landscaping: All landscaping and construction practices shall work to maintain and regenerate the Monterey Pine forest and the Santa Rosa Creek riparian corridor. Plant materials used shall enhance the naturally occurring vegetation and shall be propagated from native stock taken from an area within a 50 mile radius of Cambria. *The project complies with this standard as conditioned.*

**PLANNING AREA STANDARDS:** The Cambria Design Plan is incorporated by reference and the standards of this document overlap and have precedence over the planning area standards of the North Coast Area Plan.

#### **LAND USE ORDINANCE STANDARDS:**

Local Coastal Program: The project site is located within the California Coastal Zone as determined by the California Coastal Act of 1976 and is subject to the provisions of the Local Coastal Plan.

Parking: Parking requirements are subject to section 23.04.162 for off-street parking based on the type of use. The structure is proposed to be used as an office which requires one parking space for every 400 square feet of floor area. The structure is proposed to be approximately 4,176 square feet which would require 11 parking spaces, plus one handicapped space. *This project complies with this standard by providing 14 spaces, and 4 handicapped spaces.*

Front and Rear Setbacks: This project is located in the Commercial Retail land use category which allows for zero setbacks. The project as proposed includes setbacks for the front of 20'

and the rear of several hundred feet as the property is very large. *This project complies with these standards.*

COASTAL PLAN POLICIES:

**Recreation and Visitor-Serving Facilities:**

*Policy 2: Priority for visitor-serving facilities applies to the project. The proposed project is located in the commercial retail area of Cambria's downtown and visitor-serving uses shall have priority over a non-coastal dependent use. The project is an office which is an allowed use within the Commercial Retail land use category.*

**Public Works:**

*Policy 1: Availability of Service Capacity applies to the project. The applicant has submitted a confirmation letter of water and sewer availability from the Cambria Community Services District.*

**Coastal Watersheds:**

*Policy 7: Siting of new development: The proposed project is consistent with this policy because the proposed addition will be located on an existing lot of record in the Commercial Retail category on slopes less than 10%*

*Policy 8: Timing of new construction: The proposed project is consistent with this policy because if grading is to occur or left unfinished between October 15 through April 15 the project is required to have an erosion and sedimentation control plan and all sedimentation and erosion control measures will be in place before the start of the rainy season.*

*Policy 10: Drainage Provisions: The proposed project is consistent with this policy because the project is required to have a drainage plan that shows the construction of the addition will not increase erosion or runoff.*

**Hazards:**

*Policy 1: New Development: The proposed project is consistent with this policy because it is located and designed to minimize risks to human life and property.*

*Policy 2: Erosion and Geologic Stability: The proposed project is consistent with this policy because it is designed to ensure structural stability while not creating or contributing to erosion of geological instability.*

**Environmentally Sensitive Habitats:**

*Policy 1: Land Uses Within or Adjacent to Environmentally Sensitive Habitats: The proposed project is consistent with this policy because it will not significantly disrupt the habitat and tree removal and site disturbance have been minimized. There is no tree removal proposed with this project.*

*Policy 2: Permit Requirement: The proposed project is consistent with this policy because there will be no significant impact on sensitive habitats and proposed development will be consistent with the biological continuance of the habitat because the proposed building site is outside the resource boundary.*

*Policy 3: Habitat Restoration: The proposed project is consistent with this policy because if removed, Monterey Pine trees will be replaced on a two-to-one basis and Coast Live Oak trees will be replaced on a four-to-one basis, however there is no tree removal proposed with this project.*

*Policy 28: Protection of Native Vegetation: The proposed project is consistent with this policy because tree removal and site disturbance have been minimized. If trees are removed, Monterey Pine trees will be replaced on a two-to-one basis and Coast Live Oak trees will be replaced on a four-to-one basis.*

*Policy 33: Protection of Vegetation: The proposed project is consistent with this policy because site disturbance have been minimized through project design.*

**Visual and Scenic Resources:**

*Policy 7: Preservation of Trees and Native Vegetation: The proposed project is consistent with this policy because disturbance has been minimized through project design.*

**Archaeology:**

*Policy 4: Preliminary Site Survey: The parcel is in an archeologically sensitive area. A Phase I survey was conducted on in 1996 (Parker and Associates), which showed no resources on the site.*

***Does the project meet applicable Coastal Plan Policies:*** Yes, as conditioned

COMMUNITY ADVISORY GROUP COMMENTS: The North Coast Advisory Council has been contacted regarding this permit, however no formal written response has been received as of March 10, 2006.

AGENCY REVIEW:

Public Works- Engineered Drainage plan required mirroring drainage requirements from previous development plan on site.

Ag Commissioner- None received as of March 10, 2006

Cambria Fire - None received as of March 10, 2006

Cambria Community Services District – Not to exceed EDU's allowed to site.

California Coastal Commission - None received as of March 10, 2006

Regional Water Quality Control Board - None received as of March 10, 2006

LEGAL LOT STATUS:

The existing lot were legally created by a recorded map at a time when that was a legal method of creating lots.

Staff report prepared by Ryan Hostetter and reviewed by Matt Janssen

## EXHIBIT A - FINDINGS

### *CEQA Exemption*

- A. The project qualifies for a Categorical Exemption (Class 3) pursuant to CEQA Guidelines Section 15303 because the project includes locating a single office building of approximately 4,176 square feet in a commercial area on a nearly level area with no sensitive habitat removal.

### *Minor Use Permit*

- B. The proposed project or use is consistent with the San Luis Obispo County General Plan because because the use is an allowed use and as conditioned is consistent with all of the General Plan policies.
- C. As conditioned, the proposed project or use satisfies all applicable provisions of Title 22 of the County Code.
- D. The establishment and subsequent operation or conduct of the use will not, because of the circumstances and conditions applied in the particular case, be detrimental to the health, safety or welfare of the general public or persons residing or working in the neighborhood of the use, or be detrimental or injurious to property or improvements in the vicinity of the use because the office does not generate activity that presents a potential threat to the surrounding property and buildings. This project is subject to Ordinance and Building Code requirements designed to address health, safety and welfare concerns.
- E. The proposed project or use will not be inconsistent with the character of the immediate neighborhood or contrary to its orderly development because the office is similar to, and will not conflict with, the surrounding lands and uses.
- F. The proposed project or use will not generate a volume of traffic beyond the safe capacity of all roads providing access to the project, either existing or to be improved with the project because the project is located on Main Street, a local road constructed to a level able to handle any additional traffic associated with the project

### *Coastal Access*

- G. The proposed use is in conformity with the public access and recreation policies of Chapter 3 of the California Coastal Act, because the project is not adjacent to the coast, is not in between the first public road and the beach, and the project will not inhibit access to the coastal waters and recreation areas.

### *Archeological Sensitive Area*

- H. The site design and development incorporate adequate measures to ensure that archeological resources will be acceptably and adequately protected.



## **EXHIBIT B - CONDITIONS OF APPROVAL**

### **Approved Development**

1. This approval authorizes:
  - a. a Minor Use Permit/Coastal Development Permit to allow the construction of a two story 4,176 square foot office for the Vineyard Christian Fellowship. The project will result in the disturbance of approximately 10,380 square feet of a 3.5 acre parcel.
  - b. A maximum height is 30 feet from average natural grade with a roof pitch of at least 6:12 for the portion of roof that is between 25' and 30' in height.
  - c. This approval does not authorize: The use of the office for any other use (e.g. regular church services are not allowed within the office)

### **Conditions required to be completed at the time of application for construction permits**

#### ***Site Development***

2. **At the time of application for construction permits**, submit a revised site plan, floor plan and elevations to the Department of Planning and Building for review and approval. The revised plan shall indicate the following and development shall be consistent with this revised and approved plan:
  - a. All signage shall comply with the Mid-Village requirements of the North Coast Area Plan.
  - b. A landscaping plan which shows all native drought tolerant vegetation which is propagated from local stock.
  - c. All service areas (i.e. trash containers) shall be shielded from public view and located to the rear of the structure.
3. **At the time of application for construction permits**, the applicant shall provide details on any proposed exterior lighting, if applicable. The details shall include the height, location, and intensity of all exterior lighting. All lighting fixtures shall be shielded so that neither the lamp, bulb, or the related reflector interior surface is visible from adjacent properties. Light hoods shall be dark colored. All exterior lighting shall have "full-cutoff" protection.

#### ***Fire Safety***

4. **At the time of application for construction permits**, all plans submitted to the Department of Planning and Building shall meet the fire and life safety requirements of the California Fire Code. Requirements shall include, but not be limited to those outlined in the Fire Safety Plan, prepared by the Cambria Fire Department for this proposed project.

#### ***Services***

5. **At the time of application for construction permits**, the applicant shall provide a letter from Cambria Community Services District stating they are willing and able to service the property.

**Conditions to be completed prior to issuance of a construction permit**

***Fees***

6. **Prior to issuance of a construction permit**, the applicant shall pay all applicable school and public facilities fees.

***Water Conservation***

7. **Prior to issuance of construction permit**, the applicant shall submit, for the Planning Director review and approval, evidence that the anticipated water use of this development has been completely offset through the retrofit of existing water fixtures within the Cambria Community Service District's service area or other verifiable action to reduce existing water use in the service area (e.g., replacement of irrigated landscaping with xeriscaping). The documentation submitted to the Planning Director shall include written evidence that the Cambria Community Service District (CCSD) has determined that the applicant has complied with CCSD Ordinance 1-98, as approved by the CCSD Board of Directors on January 26, 1998, and further modified by CCSD Board approval on November 14, 2002 (CCSD board item VIII.B), subject to the limitation that no retrofit credits shall have been obtained by any of the following means: a) extinguishing agricultural water use, or b) funding leak detection programs. Evidence of compliance with CCSD Ordinance 1-98 shall be accompanied by written confirmation from the CCSD that any in-lieu fees collected from the applicant have been used to implement projects that have reduced existing water use within the service area in an amount equal or greater to the anticipated water use of the project.

**Conditions to be completed during project construction**

***Building Height***

8. The maximum height of the project is 30 feet from natural grade (with a roof pitch of 6:12 for the portion of roof between 25 and 30 feet in height).
  - a. **Prior to any site disturbance**, a licensed surveyor or civil engineer shall stake the lot corners, building corners, and establish average natural grade and set a reference point (benchmark).
  - b. **Prior to approval of the foundation inspection**, the benchmark shall be inspected by a building inspector prior to pouring footings or retaining walls, as an added precaution.
  - c. **Prior to approval of the roof nailing inspection**, the applicant shall provide the building inspector with documentation that gives the height reference, the allowable height and the actual height of the structure. This certification shall be prepared by a licensed surveyor or civil engineer.

**Conditions to be completed prior to occupancy or final building inspection /establishment of the use**

9. Landscaping in accordance with the approved landscaping plan shall be installed or bonded for before **establishment of the use**. If bonded for, landscaping shall be installed within 60 days after final building inspection. All landscaping shall be maintained in a viable condition in perpetuity.

10. **Prior to occupancy or final inspection, which ever occurs** first, the applicant shall obtain final inspection and approval from CDF of all required fire/life safety measures.
11. **Prior to occupancy of any structure associated with this approval**, the applicant shall contact the Department of Planning and Building to have the site inspected for compliance with the conditions of this approval.

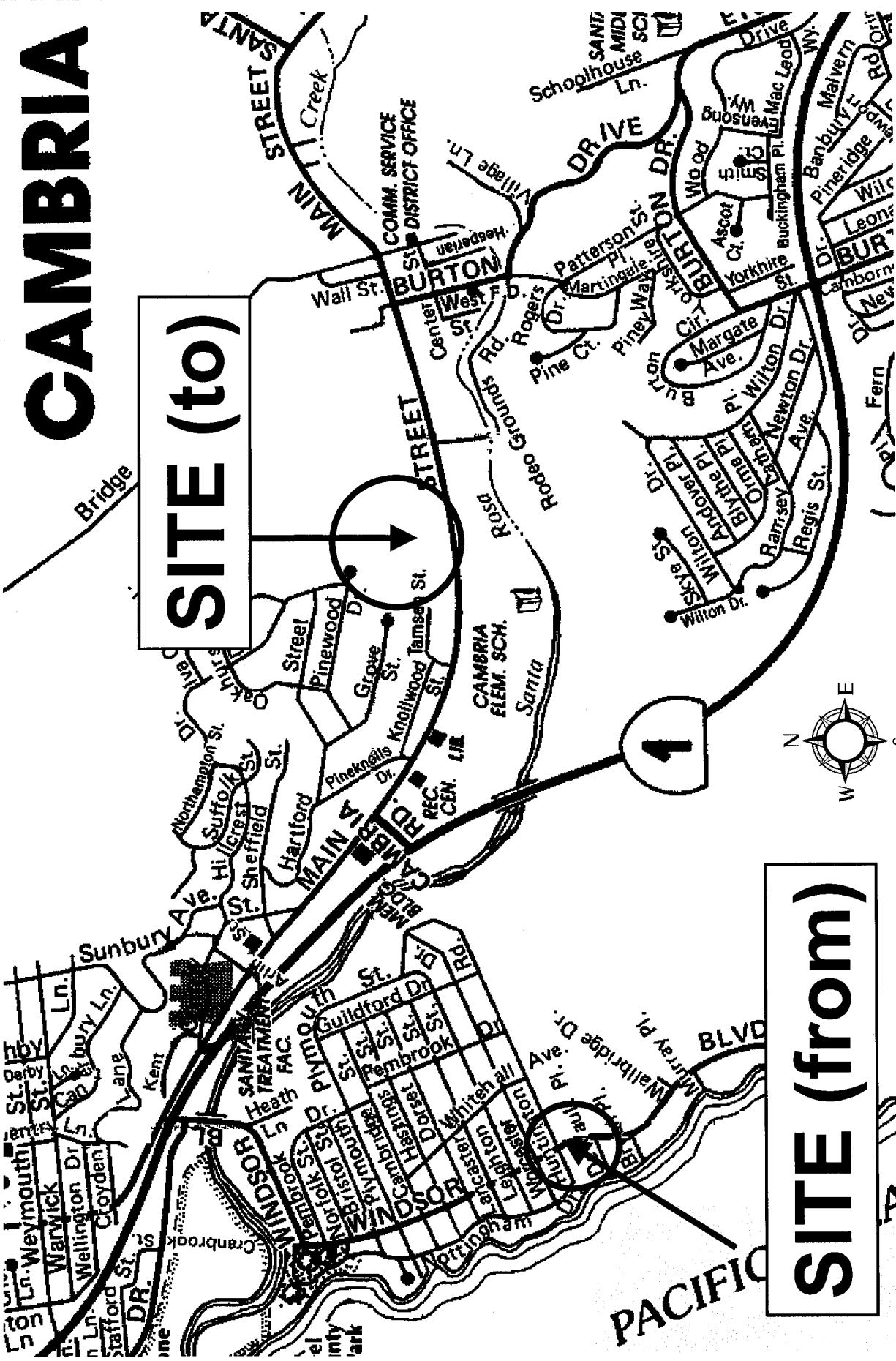
**On-going conditions of approval (valid for the life of the project)**

12. This land use permit is valid for a period of 24 months from its effective date unless time extensions are granted pursuant to Land Use Ordinance Section 23.02.050 or the land use permit is considered vested. This land use permit is considered to be vested once a construction permit has been issued and substantial site work has been completed. Substantial site work is defined by Land Use Ordinance Section 23.02.042 as site work progressed beyond grading and completion of structural foundations; and construction is occurring above grade.
13. All conditions of this approval shall be strictly adhered to, within the time frames specified, and in an on-going manner for the life of the project. Failure to comply with these conditions of approval may result in an immediate enforcement action by the Department of Planning and Building. If it is determined that violation(s) of these conditions of approval have occurred, or are occurring, this approval may be revoked pursuant to Section 23.10.160 of the Land Use Ordinance.

# CAMBRIA

**SITE (to)**

**SITE (from)**



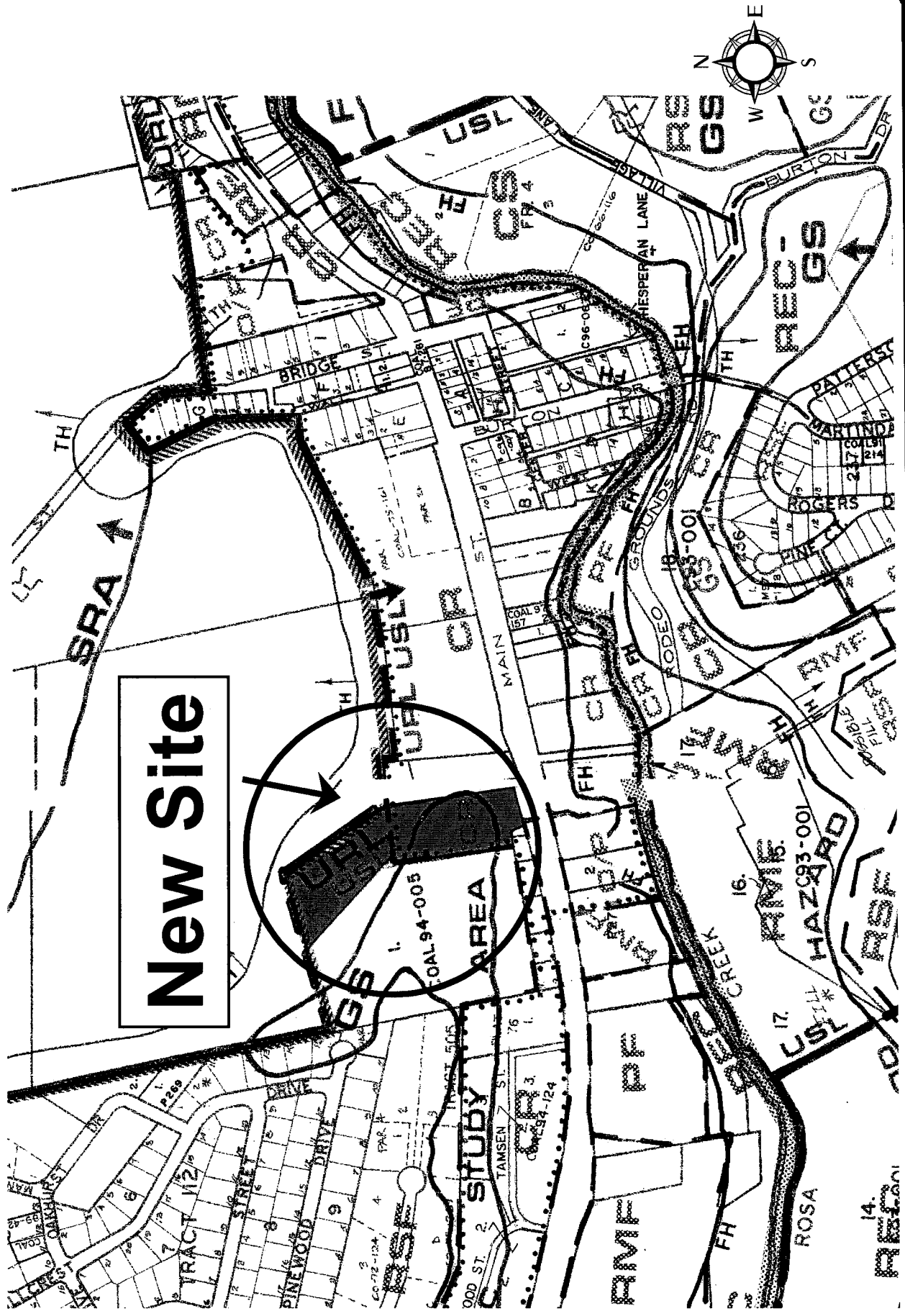
**PROJECT**

Minor Use Permit  
Vineyard Christian Fellowship DRC2005-00146

**EXHIBIT**

Cambria Vicinity





EXHIBIT

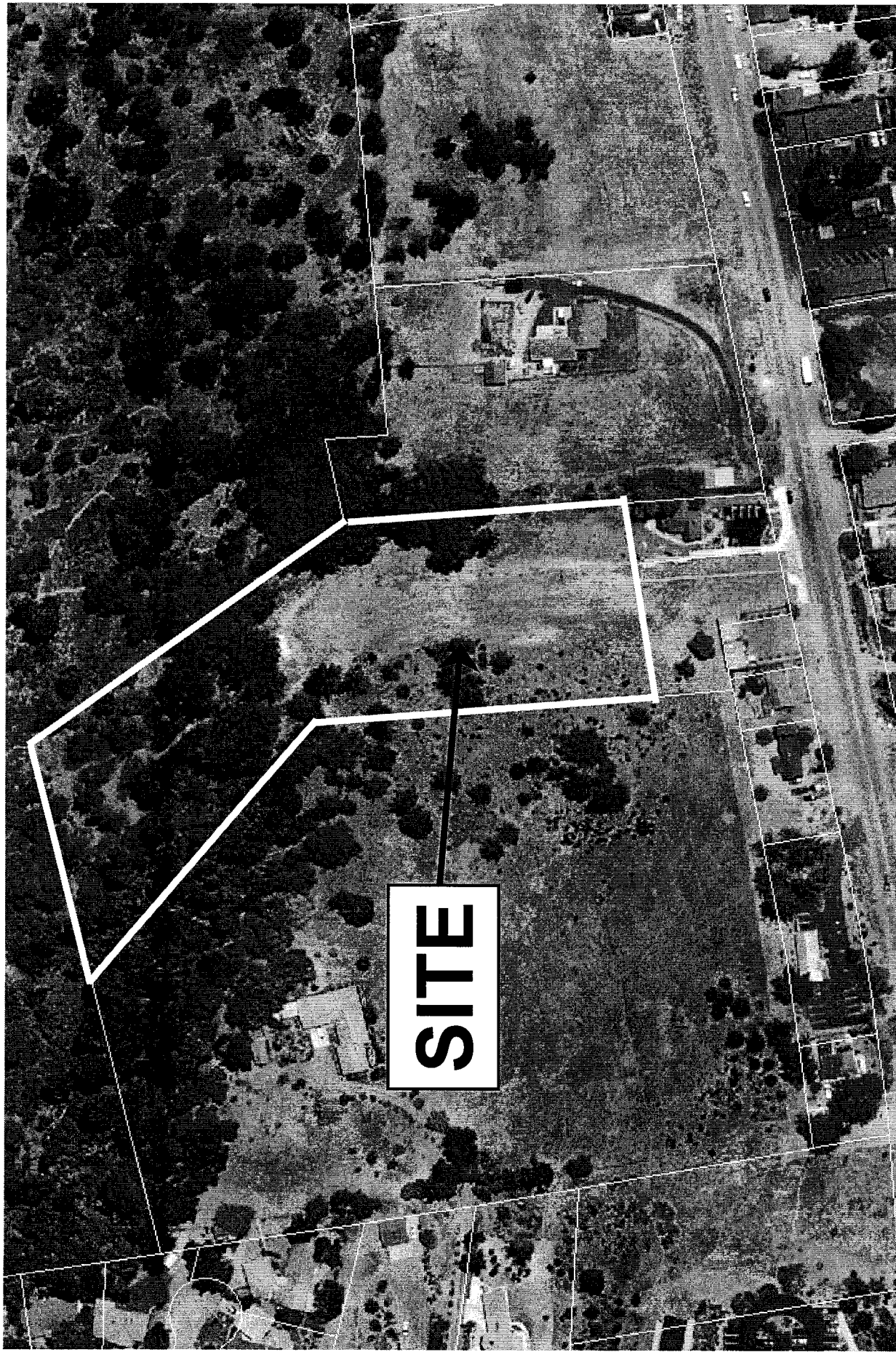
Land Use Category



PROJECT

Minor Use Permit

Vineyard Christian Fellowship DRC2005-00146



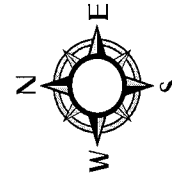
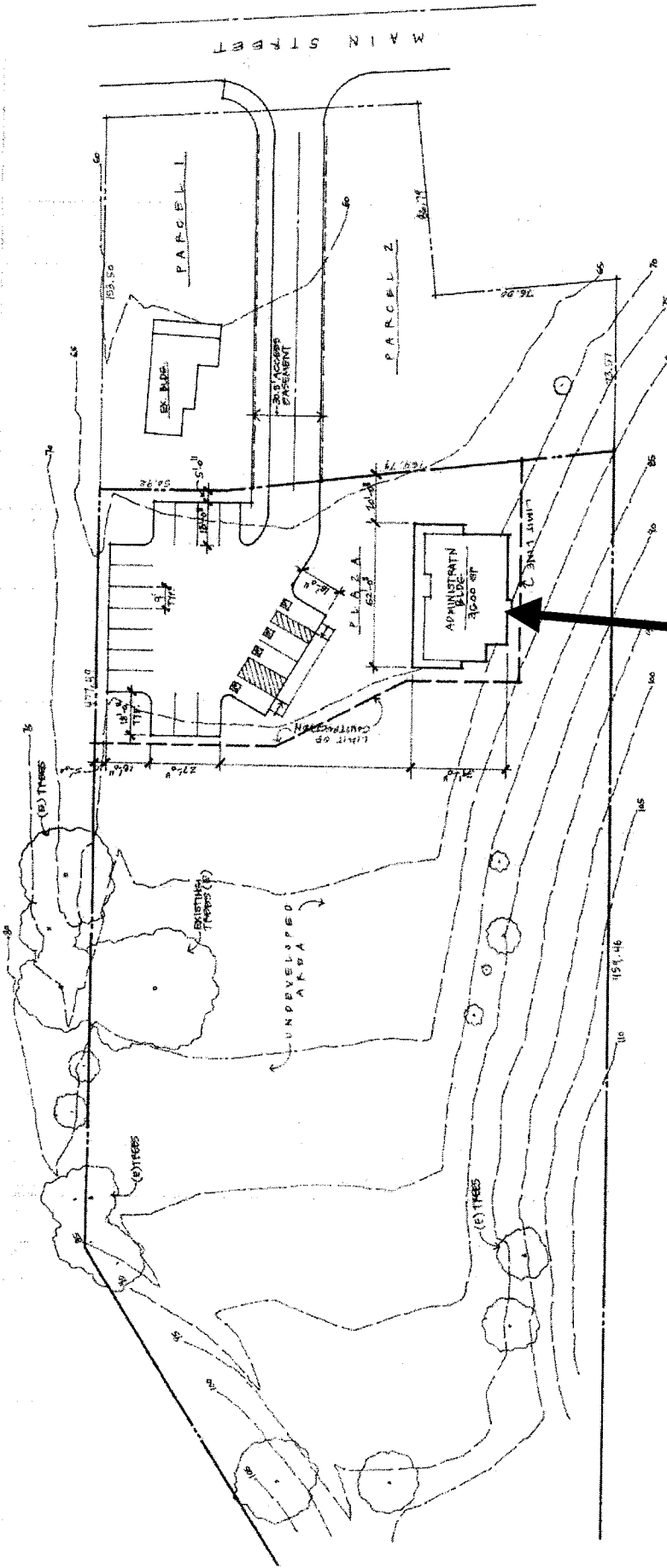
**PROJECT**

Minor Use Permit  
Vineyard Christian Fellowship DRC2005-00146



**EXHIBIT**

Aerial Photo



New office to be  
4,176 square feet

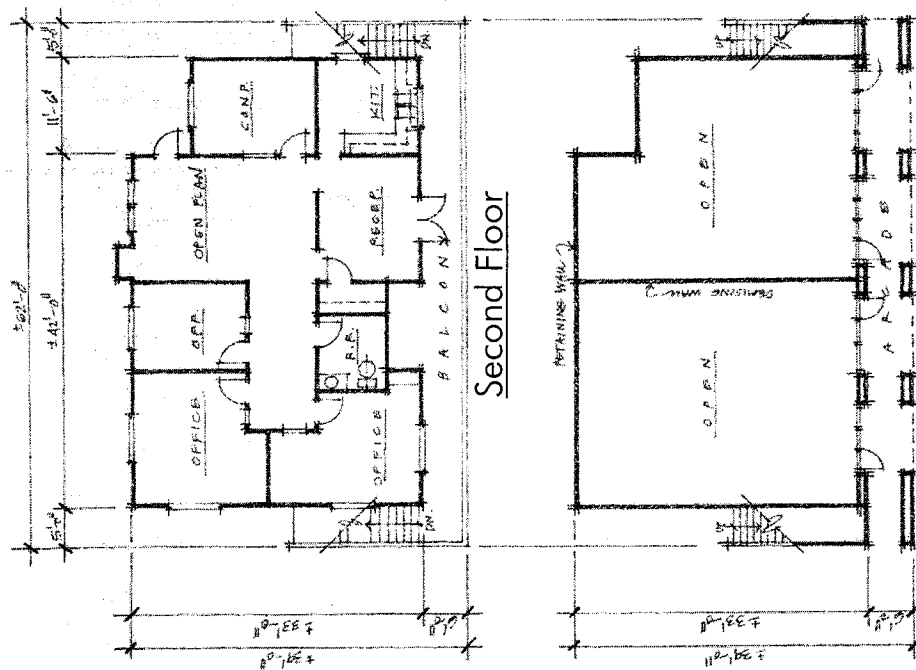
PROJECT

Minor Use Permit  
Vineyard Christian Fellowship DRC2005-00146

EXHIBIT

Site Plan





First Floor



## PROJECT

## Minor Use Permit

Vineyard Christian Fellowship DRC2005-00146

**EXHIBIT**

## Floor Plans & Elevations